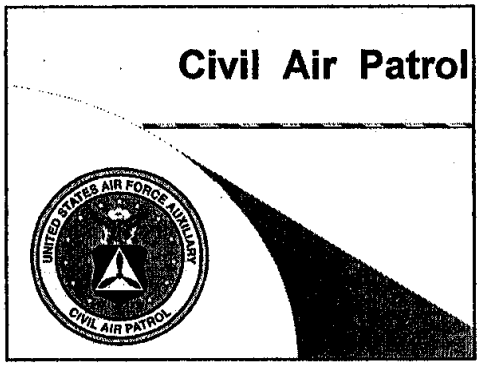
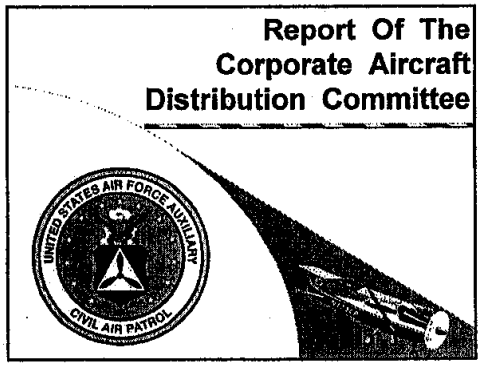
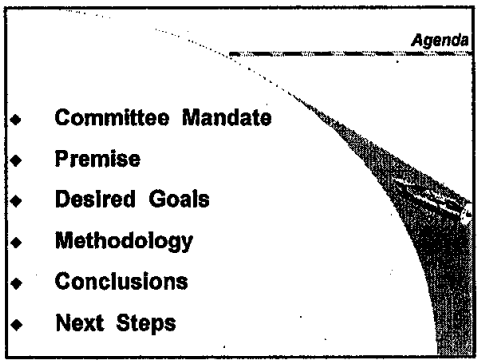
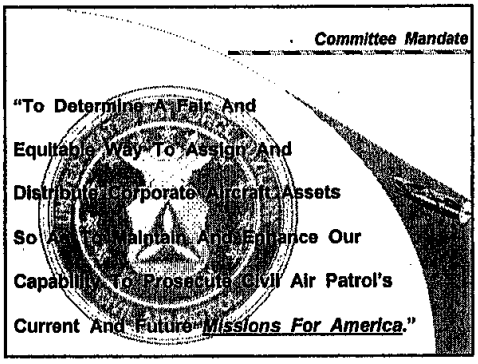
Corporate Aircraft Distribution Committee

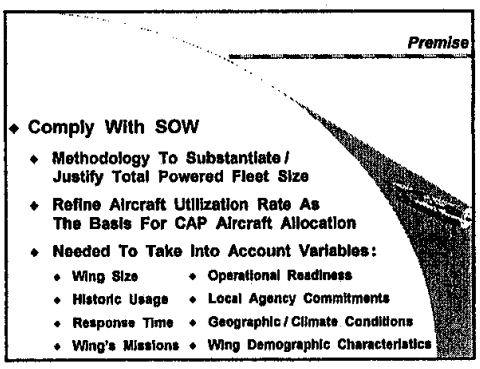
Report To The CAP National Board — August 2001 — Cincinnati, OH

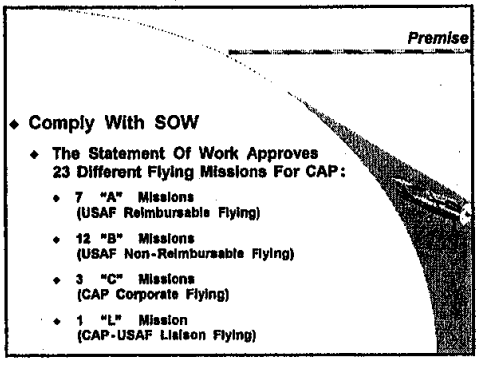












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attachment 1-1 to agenda item 9-1

Corporate Aircraft Distribution Committee

Report To The CAP National Board — August 2001 — Cincinnati, OH

Desired Goals

- No More Arbitrary Criteria
  - Average Fleet Age Ignored Reality Of Utility And Safety Of Older Fleet
  - 200 Hours / Aircraft / Year Is Not Reliable As A Sole Guide To Aircraft Allocation
  - Wing / Region Commanders Needed Greater Control Over Aircraft Distribution
  - Down The Road, A Requirements - Based Strategy Can Best Serve Our Needs

Desired Goals

- Agreed - Upon Bare Minima
  - 1 Aircraft For Each 30,000 Square Miles Of Wing Area, But *No Less* Than 2 Powered Aircraft / Wing
  - 1 Additional Aircraft For Each Region As Reserve / Spare To Move (As Needed)
  - Additional Aircraft Justified Based Upon Variables Such As (But Not Limited To):
    - Local Climate
    - Terrain / Topography Of Wing
    - Wing Geography
    - Capabilities Of Wing Pilot Force

Desired Goals

- Reward Operational Readiness
  - *Encourage* Local Pilot Training
  - *Encourage* More Local / State Agency Operational Agreements
  - *Encourage* General Mission Readiness
  - *Encourage* Local Units To Take Greater Ownership Of Their Wing's Flying Program
  - *Encourage* More National Service Programs Like CD Based Upon Capability, Adjust Fleet Size To Meet Projected Mission Requirements

Methodology

- Annual Spreadsheet Analysis
  - Start With Wing Area Allocation . . .

[illegible]	Mi. Per Wing	30 K Divisor	Minimum Allocation
[illegible]	145,556	4.8519	5
[illegible]	121,365	4.0455	4
NEBRASKA	76,878	2.5626	3
NORTH CAROLINA	48,718	1.6239	2

Methodology

- Annual Spreadsheet Analysis
  - Take Area Allocation Total And Subtract From Existing Fleet Size . . .

TOTAL EXISTING FLEET:	530
NATIONAL / REGIONAL A/C:	(13)
WING MINIMUM ALLOCATION:	(150)
REMAINING FLEET:	367

Aircraft 367 ÷ Wings 52 = Average 7.058

Methodology

- Annual Spreadsheet Analysis
  - Next, Apply Pilot Weighting . . .

Total Current CAPF 5 Pilots In Wing: 51

[illegible]	Total Per Type	Value Per Type	Weighted Type Totals	Remaining Number Of Pilots
[illegible]	[illegible]	1.50	7.50	46
[illegible]	[illegible]	[illegible]	1.30	45
[illegible]	18	1.30	23.40	27
[illegible]	[illegible]	1.20	6.00	22
[illegible]	[illegible]	1.10	8.80	14
[illegible]	14	1.00	14.00	0

Total Weighted Pilots: 61

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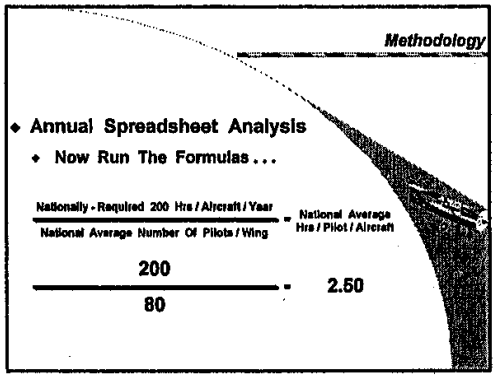
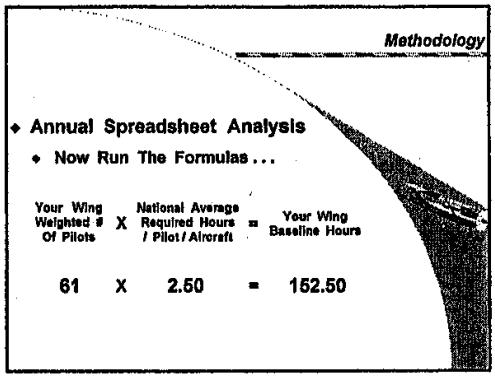
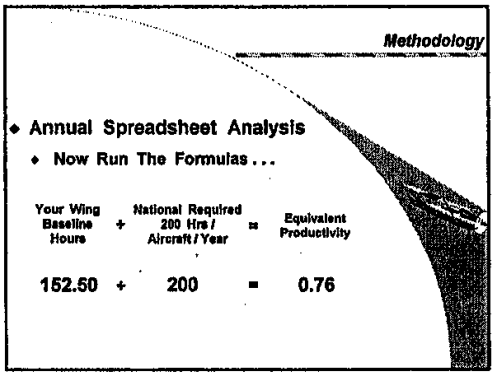
attachment 1-2 to agenda item 9-1

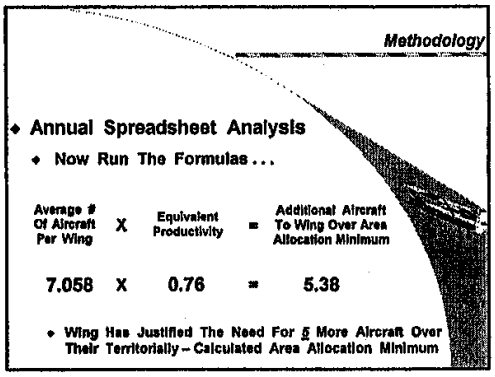
Corporate Aircraft Distribution Committee

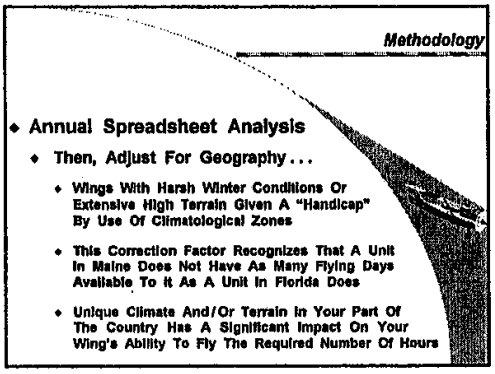
Report To The CAP National Board — August 2001 — Cincinnati, OH

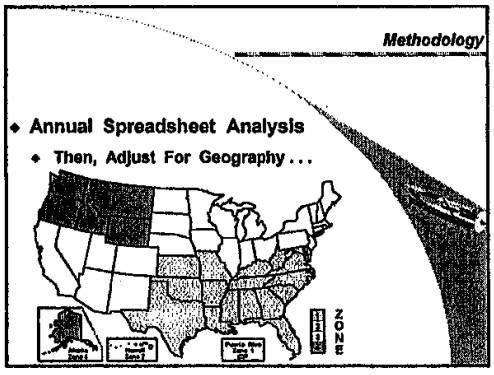












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attachment 1-3 to agenda item 9-1

Corporate Aircraft Distribution Committee

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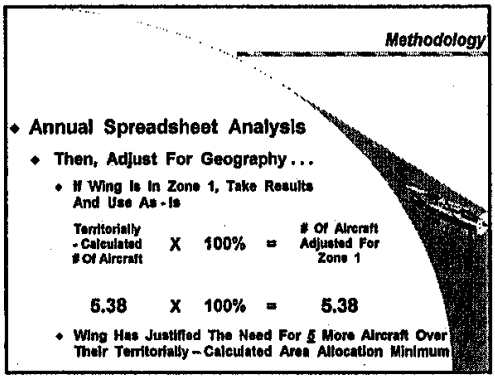

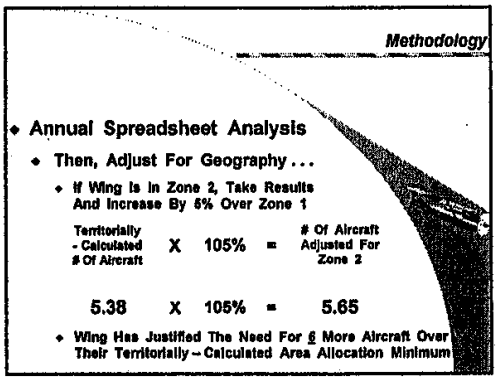

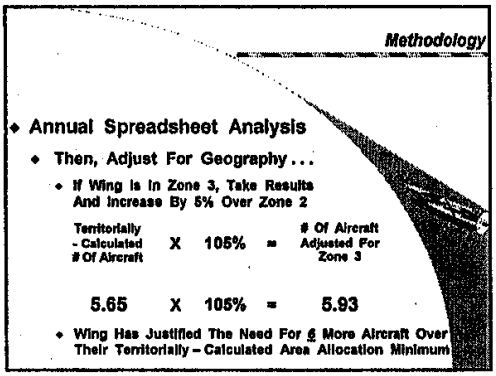

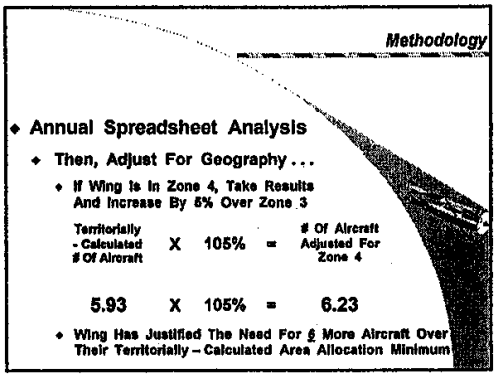

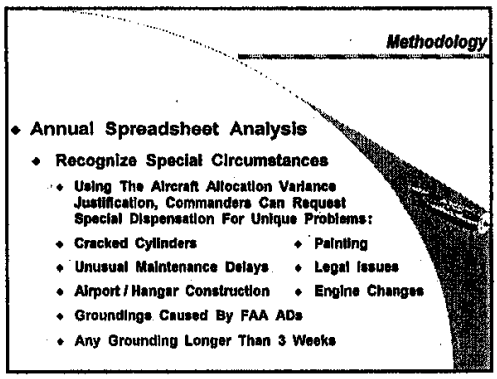

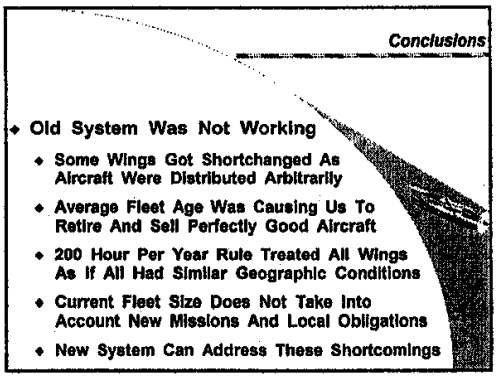

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attachment 1-4 to agenda item 9-1

Corporate Aircraft Distribution Committee

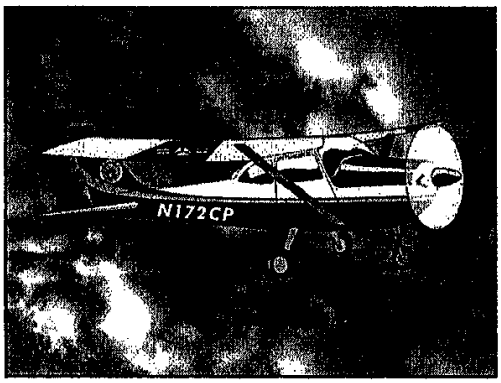
Report To The CAP National Board — August 2001 — Cincinnati, OH

Next Steps

- Implementation
  - National Board Passes Proposal
  - New System Becomes Effective 01 Oct
  - Between Now And Effective Date, No Specific CAP Fleet Size Or Age Mandated
  - Addition Of New Aircraft Will Not Require The Disposal Of Existing *Serviceable* Aircraft
  - This Year, Commanders Will Use Their Pilot Data And The CAD Spreadsheet To Determine Their Wing's CY '02 Annual Aircraft Allocation

Next Steps

- Implementation
  - Annual Aircraft Review Due 15 Nov
  - National HQ Will Use Upcoming Pilot Database In Future Years For Annual Wing Aircraft Allocation Determination
  - Based Upon This Year's Outcome, This Formula May Be Modified In Future Years
  - Region Commanders To Monitor Compliance
  - *WE URGE YOU TO ADOPT THIS PROPOSAL !*



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attachment 1-5 to agenda item 9-1

Corporate Aircraft Distribution Explanation

In order to comply with requirements of the Statement of Work (SOW) and to achieve a more rational and refined basis for determining the appropriate size of the CAP corporate aircraft fleet and the distribution of those aircraft among the Regions and Wings, the National Board (NB) created the Corporate Aircraft Distribution (CAD) Committee. The Board directed the committee to present at the August NB meeting recommendations to establish an airplane utilization rate to support all of CAP's congressionally assigned missions and detailed procedures for computation and application of that rate as a basis for reallocation of airplanes. The committee will present the following recommendations at Cincinnati:

A. Substantiation of Total Fleet Size

1. Each Wing requires no less than 1 aircraft for each 30,000 square miles of area for operational readiness. This shall assure timely response to emergency (SAR/DR) mission assignments. However, to remain viable, no Wing, regardless of size, shall be assigned less than 2 aircraft unless so requested by that Wing's commander and approved by that Wing's Regional commander.

2. Each Region requires no fewer than 1 aircraft in reserve to move among Wings in the Region or to fill in for aircraft unavailable due to unanticipated protracted maintenance and to meet unusual demands and opportunities and the administrative and operational requirements of that Region.

3. National HQ-CAP and our CAP Congressional Squadron have certain needs and requirements which are key to the operation and the existence of CAP that are in addition to the SOW.

4. Additional aircraft (total and by Wing) are justified by historic baseline usage, as adjusted by the attached formulae.

B. Historic Baseline Usage

The historic baseline usage for CAP aircraft is currently 200 hours per year, per aircraft. The committee's task called for refinement of this baseline to account for a variety of additional factors relevant to a particular Wing, its size, mission, response time, historic usage, operational readiness, state and other agency commitments, geography, climate/weather and demographics.

The fundamental factor in refining the formula for historic baseline usage is the qualified CAP pilot, who is essential to operational readiness. Without the qualified CAP pilot, CAP and its Wings would be unable to perform any flying mission. The USAF Statement of Work provides for a total of twenty three flying missions: 7 "A" missions, USAF Reimbursable, 12 "B" missions, USAF Non-Reimbursable [which may be reimbursed by another agency], 3 "C" missions,

CAP Corporate and 1 "L" mission for CAP and CAP-USAF Liaison Officer flying. No matter how many "missions" await, without qualified pilots, the aircraft would sit on the ground. Therefore: No pilots = No flying = No Statement of Work = No aircraft!

The actual aircraft usage of each Wing, and therefore each Region, relative to the baseline, is affected by many factors. Quantifiable factors include:

- Number of aircraft assigned:
  (As determined from the CAD Formula, minimum allocations and other factors as explained herein.)
- Number of qualified pilots per Wing:
  (Qualified pilots are Civil Air Patrol members who have successfully completed a CAPF-5 check flight, along with CAP-USAF LO's and rated LR personnel.)
- Qualifications of each pilot:
  (The formula "weights" pilots according to their most advanced duty status as explained below.)
- Annual climate per Wing:
  (Consideration is given to Wings with generally harsh winter meteorological conditions.)
- Unusual terrain of a Wing:
  (Consideration is given to Wings with extensive high mountainous terrain.)
- Maintenance Requirements for aircraft:
  (Non-scheduled aircraft maintenance, including extra long repair times. The Region reserve is intended to accommodate this type of maintenance and enhance operational readiness.)

The committee's recommendation retains the 200 hour per aircraft baseline as the starting point, but adjusts that standard by a formula that takes into account these quantifiable factors without becoming too convoluted. The recommended formulae appear on the attached Excel Workbook, which is laid out on linked spreadsheets, identified by their tabs:

- Wing Area Allocation
- Aircraft Weighting
- Pilot Weighting
- CAD Formula

Within the "Pilot Weighting" Spreadsheet, the "Actual Pilot Number" represents the physical number of CAPF-5 current pilots in a Wing plus the Liaison Officer. If an LO has been assigned to more than one Wing, each Wing thus assigned receives credit for the LO as a pilot. If a CAP-USAF Liaison Region officer regularly flies an aircraft assigned to a Region **or** Wing, that Region **or** Wing receives credit for that pilot. The "Weighted Pilot Number" is the "Actual Pilot Number" times a factor based on the duty status of a pilot. The "Weighted Total" is used in the CAD Formula, not the "Actual Total." By so

weighting as to duty status, an incentive is created for Wings to train and upgrade their pilots. By training and upgrading, a Wing achieves a higher state of readiness.

Within the "Aircraft Weighting" spreadsheet, note that the total aircraft used for calculation of the CAD Formula does not match the total CAP fleet of 530 aircraft. Aircraft are deducted from compilation for National Headquarters and the CAP Congressional Squadron. Additionally, a single aircraft is deducted for each Region. Some Regions have an aircraft assigned and some do not. Regions without an assigned aircraft fly a Wing's assets. Credit will be given either way. Aircraft are also deducted from compilation based on the readiness area of a Wing. [30,000 square miles per readiness area] No CAP Wing shall have less than two [2] aircraft assigned unless requested by that Wing's Commander and confirmed by that Wing's Regional Commander. Holding one aircraft in Region "reserve" at all times helps to nullify the disruptive effect of maintenance problems while simultaneously helping to assure readiness.

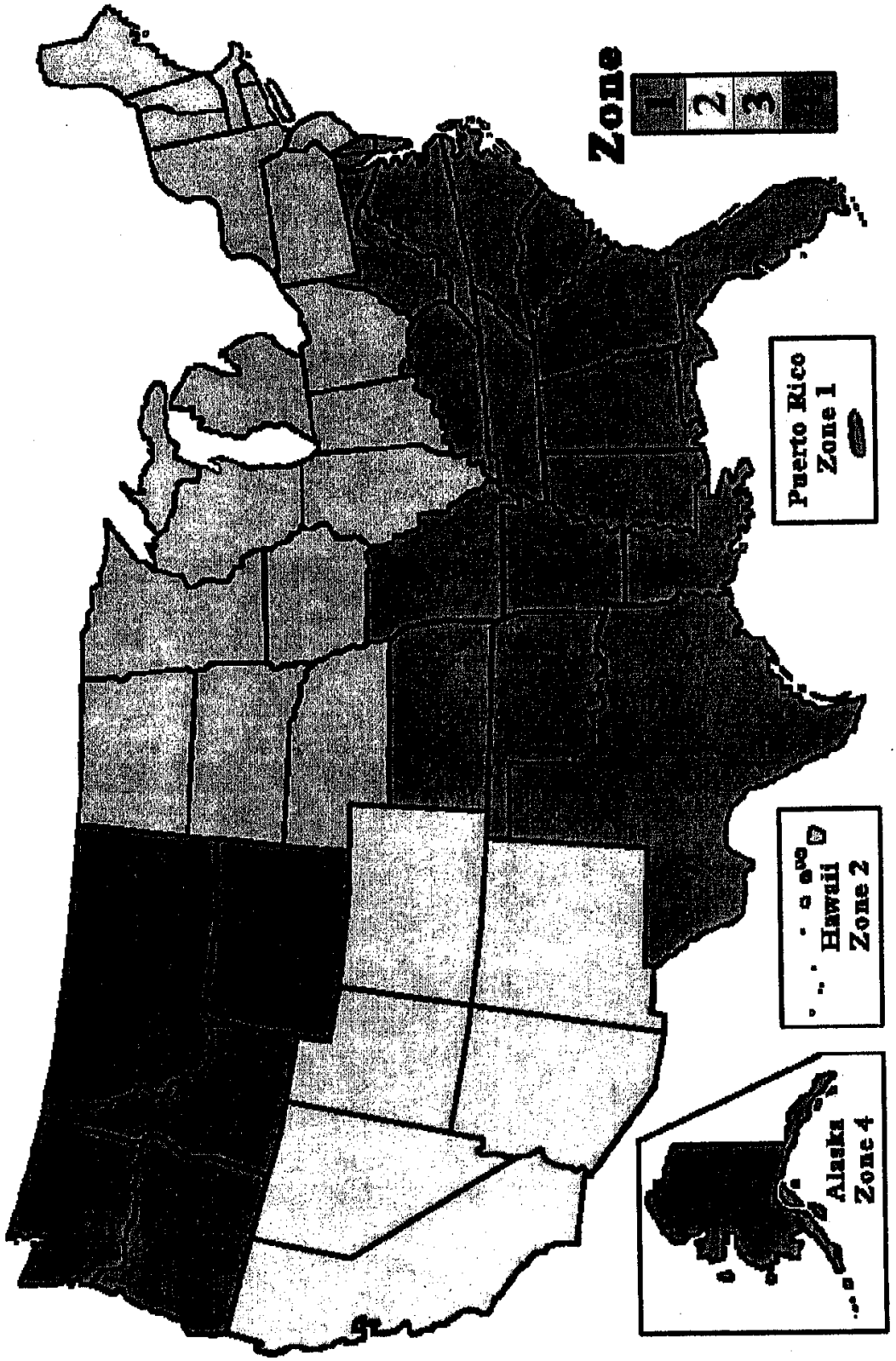
The spreadsheet labeled "CAD Formula" is self-explanatory. It is "linked" to the other spreadsheets and completes its own calculations once an operator has entered the necessary data. As noted, all figures in **BOLD** text are formulae and/or constants, both of which are locked and protected and cannot to be changed. All figures in regular text may be changed. The only figures that the operator should change are the "Total current CAPF-5 Pilots in your Wing or Region" and the individual "Pilot Type" numbers under the "Total per Type" column in the "Pilot" section of the "Pilot Weighting" spreadsheet. Other than that, the system is fully automatic.

Those Wings with generally harsh winter meteorological conditions and/or extensive high mountainous terrain are given a "handicap" by the use of Zones. [See enclosed Map.] Wings in Zone 1 receive no climate or terrain adjustment. Wings in Zone 2 (high terrain) receive a 5% adjustment. Wings in Zone 3 (harsh winter climate) receive a Zone 2 plus 5% adjustment. Wings in Zone 4 (both high terrain and harsh winter climate) receive a Zone 3 plus 5% adjustment. This is seen as an effective, impartial and uncomplicated way to adjust for the problems inherently created by these operating environments.

It should be noted that if CAP as an organization is successful in our endeavors, it is possible that data derived may substantiate the requirement for aircraft in excess of our present fleet size. The CAD Formula, if used correctly, can provide that documentation. It is designed to suggest a needs based **maximum**, not a **minimum**. In the meantime, if the national total shows a need, for example, of say 750 aircraft, we will simply divide the present fleet of 530 by the "need" number which in this example is 750, to produce a percentage factor. That factor will be applied to each Wing's statistics. IE: 530 / 750 = 70.7%. Therefore if your Wing is allocated 15 aircraft, 70.7% of 15 = 10.6, or 11 aircraft. If, however, you as Wing Commander determine that the number of aircraft allocated to the Wing under the formula is in excess of the number that the Wing can now effectively utilize, you the Wing Commander may request that fewer aircraft be actually assigned to the Wing.

For the sake of manageability, the formula does not attempt to adjust for every conceivable circumstance. The CAD Committee recommends that a Wing Commander be allowed to submit to its Region Commander a "Aircraft Allocation Variance Justification" form (attached) stating justification for a variance, asking for special dispensation. Region Commanders may grant special dispensation on a case-by-case basis. For movement of aircraft from Region to Region and for aircraft assigned to a Region, Region commanders may also use the same form to request special dispensation by joint order of HQ CAP/EX and the National CAP/CC.

It is our goal to provide a simple and non-time consuming method to project the efficient and equitable use, and thereby distribution, of the CAP aircraft fleet. In so doing, we would also provide incentives for members to progress, which translates to move efficient operational readiness. This would not only reaffirm the usage of our assets in accordance with the USAF Statement of Work, but also fully justify any need to adjust the size of the overall fleet of CAP corporate aircraft.



attachment 2-5 to agenda item 9-1

WING AREA ALLOCATION:

Note: Each wing requires no less than 1 aircraft for each 30,000 square miles of area for operational readiness. This shall assure timely response to emergency (SAR/DR) mission assignments. However, to remain viable, no wing, regardless of size, shall be assigned less than 2 aircraft unless so requested by that wing's commander and approved by that wing's regional commander.

WING (1 Aircraft/30,000 SM)	Sq Miles* Per Wing	30k Divisor	Minimum Allocation
ALABAMA	50,750	1.6917	2
ALASKA	570,374	19.0125	19
ARIZONA	113,642	3.7881	4
ARKANSAS	52,075	1.7358	2
CALIFORNIA	156,973	5.2324	5
COLORADO	103,730	3.4577	3
CONNECTICUT	4,845	0.1615	2
DELAWARE	1,955	0.0652	2
DIST OF COLUMBIA	61	0.0020	2
FLORIDA	53,997	1.7999	2
GEORGIA	57,919	1.9306	2
HAWAII	6,423	0.2141	2
IDAHO	82,751	2.7584	3
ILLINOIS	55,593	1.8531	2
INDIANA	35,870	1.1957	2
IOWA	55,875	1.8625	2
KANSAS	81,823	2.7274	3
KENTUCKY	39,732	1.3244	2
LOUISIANA	43,566	1.4522	2
MAINE	30,865	1.0288	2
MARYLAND	9,775	0.3258	2
MASSACHUSETTES	7,838	0.2613	2
MICHIGAN	56,809	1.8936	2
MINNESOTA	79,617	2.6539	3
MISSISSIPPI	46,914	1.5638	2
MISSOURI	68,898	2.2966	2
MONTANA	145,556	4.8519	5
NEBRASKA	76,878	2.5626	3
NEVADA	109,806	3.6602	4
NEW HAMPSHIRE	8,969	0.2990	2
NEW JERSEY	7,419	0.2473	2
NEW MEXICO	121,365	4.0455	4
NEW YORK	47,224	1.5741	2
NORTH CAROLINA	48,718	1.6239	2
NORTH DAKOTA	68,994	2.2998	2
OHIO	40,953	1.3651	2
OKLAHOMA	68,679	2.2893	2
OREGON	96,003	3.2001	3
PENNSYLVANIA	44,820	1.4940	2
PUERTO RICO	3,515	0.1172	2
RHODE ISLAND	1,045	0.0348	2
SOUTH CAROLINA	30,111	1.0037	2
SOUTH DAKOTA	75,898	2.5299	3
TENNESSEE	41,220	1.3740	2
TEXAS	261,914	8.7305	9
UTAH	82,168	2.7389	3
VERMONT	9,249	0.3083	2
VIRGINIA	39,598	1.3199	2
WASHINGTON	66,582	2.2194	2
WEST VIRGINIA	24,087	0.8029	2
WISCONSIN	54,314	1.8105	2
WYOMING	97,105	3.2368	3

WING TOTALS: 3,540,860 118.0287 **149**

NATL HEADQUARTERS	3	(Rotation by joint order of CAP/CC & CAP/EX only.)
CONGRESIONAL SQN	2	(Rotation by joint order of CAP/CC & CAP/EX only.)
GT LAKES REGION	1	
MID EAST REGION	1	
NO CENTRAL REGION	1	
NORTHEAST REGION	1	
ROCKY MTN REGION	1	
SOUTHEAST REGION	1	
SOUTHWEST REGION	1	
PACIFIC REGION	1	

NAT'L & REGIONAL TOTALS: **13**

* Square Milage per "Rand McNally Road Atlas"

attachment 2-6 to agenda item 9-1

Aircraft Weighting:

Note: Numbers shown in **Bold** font are products of formula and/or constants and are not to be changed.

Total Fleet:	**530**
National, Congresional & Regions:	**(13)**
Wing Minimums:	**(149)**
Total Remaing Fleet for Calculation purposes:	**368**

Aircraft		Wings		National Average Number of aircraft per Wing
368	÷	**52**	=	**7.077**

Pilot Weighting:

Note:

Value is based on the highest duty status and qualification requirement per pilot.
Each Wing or Region pilot must be current Form 5 and can only be counted once per Wing or Region.
Numbers shown in **Bold** are products of formula and/or constants and should not be changed.

Total current CAPF-5 Pilots in your Wing or Region: 51 <Enter Your Total Here

Pilot Type [Each Pilot Type is subtracted from Total current CAPF-5 Pilots available in your Wing or Region]	Total per Type [Enter Type Totals Below] v		Value per Type		Weighted Type Totals [Totals x Values]	Remaining # of Pilots in your Wing or Region
CAPF-5 Ck Pilot	5	x	**1.50**	=	**7.50**	**46**
LO/LR	1	x	**1.30**	=	**1.30**	**45**
Mission & Mission Ck Pilot	18	x	**1.30**	=	**23.40**	**27**
Cadet Orientation Pilot [CAP & AFROTC]	5	x	**1.20**	=	**6.00**	**22**
Mission Transport Pilot	8	x	**1.10**	=	**8.80**	**14**
CAPF-5 [No Duty Status Assigned]	14	x	**1.00**	=	**14.00**	**0** [This number should always end up as "0"]

Total current Weighted Pilots in your Wing or Region: **61.00**

CAD Formula:

Formula: Nat'l Required 200 Hours per Aircraft per Year / Nat'l Ave # of Pilots per Wing = Nat'l Ave Required # of Hours per Pilot per Aircraft

1)	Your Wing Weighted # of Pilots	X	Nat'l Ave Req'd Hrs/Pilot/Aircraft	=	Your Wing Baseline Hours
2)	Your Wing Baseline Hours	+	Nat'l Required 200 Hours per Aircraft per Year	=	Equivalent Productivity
3)	Nat'l Ave # of Aircraft per Wing	X	Equivalent Productivity	=	**Additional A/C to Your Wing above Minimum**

Adjustments for generally harsh winter meteorological conditions and extensive high mountainous terrain:

If Wing is in Zone 2:	A/C allocated to Your Wg	X	105.00%	=	**Adjusted for Zone 2 A/C Allocated to Your Wing**
If Wing is in Zone 3:	Adjustment for Zone 2	X	105.00%	=	**Adjusted for Zone 3 A/C Allocated to Your Wing**
If Wing is in Zone 4:	Adjustment for Zone 3	X	105.00%	=	**Adjusted for Zone 4 A/C Allocated to Your Wing**

Note: Numbers shown in **Bold** font are products of formula and/or constants and are not to be changed.

Example: Nat'l Required 200 Hours per Aircraft per Year / Nat'l Ave # of Pilots per Wing = **2.50** Nat'l Ave Req'd # Hrs/Pilot/Aircraft

1)	**61.00** "Z" Wg Wgtd # Pilots	X	**2.50** Na'l Rqd # Hrs/Pilot/Aircraft	=	**152.50** "Z" Wg Baseline Hours	
2)	**152.50** "Z" Wg Baseline Hrs	÷	**200** Nat'l Req'd Hrs/Aircraft	=	**0.76** Equivalent Productivity	
3)	**7.077** Nat'l Ave Aircraft/Wg	X	**0.76** Equivalent Productivity	=	**5.40**	= **5** Add'l A/C to Your Wg above min.
Zone 2:	**5.40** Zone 1 + 5%	X	**105.00%**	=	**5.67**	= **6** Add'l A/C Adjs'd for Zone 2
Zone 3:	**5.67** Zone 2 + 5%	X	**105.00%**	=	**5.95**	= **6** Add'l A/C Adjs'd for Zone 3
Zone 4:	**5.95** Zone 3 + 5%	X	**105.00%**	=	**6.25**	= **6** Add'l A/C Adjs'd for Zone 4

attachment 2-9 to agenda item 9-1

AIRCRAFT ALLOCATION VARIANCE JUSTIFICATION

Aircraft Tail Number: _____	Wing: _____	Region: _____	Fiscal Year: _____
Total Hours On Aircraft: _____	Aircraft Serial Number: _____		Date Submitted: _____
Aircraft Type: _____	Aircraft Horsepower: _____	Year Aircraft Manufactured: _____	
Total Aircraft In Wing: _____	Current CAPF 5 Pilots In Wing: _____	Wing Accident/ Incident Free? ☐ Yes ☐ No	
Average Hours Flown On All Wing Aircraft In Fiscal Year: _____		Hours Flown On This Aircraft: _____	
Wing AFRCC Missions Flown In Fiscal Year: _____		Wing Total Hours Flown In Fiscal Year: _____	
Total Days Aircraft Unavailable To Wing Due To Maintenance / Weather During Fiscal Year: _____			

Briefly Describe Issues Encountered *(Clarify Whether Or Not This Was A Local Issue Or Was Caused By Region/National)*:

Signature Of Wing Commander: _____

INSTRUCTIONS FOR COMPLETING AIRCRAFT ALLOCATION VARIANCE JUSTIFICATION

TO BE FILLED OUT BY WING COMMANDER:

Top (Data) Section:

a) *Aircraft Tail Number:* Current tail number of aircraft in question.
b) *Wing:* Your Wing.
c) *Region:* Your Region.
d) *Fiscal Year:* The fiscal year the aircraft in question did not achieve the required number of hours.
e) *Total Hours On Aircraft*: The total time accrued by the airframe in question.
f) *Aircraft Serial Number:* The serial number on the airframe as assigned by the manufacturer.
g) *Date Submitted:* The date this form was submitted to your Region Commander.
h) *Aircraft Type:* Aircraft model designation – *e.g.*, Cessna 172P; Piper PA28-201.
i) *Aircraft Horsepower:* Total aircraft engine brake horsepower as currently installed.
j) *Year Aircraft Manufactured:* Model year of aircraft as delivered from manufacturer.
k) *Total Aircraft In Wing:* The total number of aircraft assigned to the Wing currently.
l) *Current CAPF 5 Pilots In Wing:* The total number of ***current*** CAPF 5 pilots available to fly at the present time.
m) *Wing Accident / Incident Free?:* Has the Wing logged any accident or incidents in the last fiscal year requiring a CAPF 78?
n) *Average Hours Flown On All Wing Aircraft In Fiscal Year:* The total number of hours flown by all Wing aircraft in the last fiscal year, divided by the number of aircraft assigned to the Wing.
o) *Hours Flown On This Aircraft:* Total hours flown on the aircraft in question during the fiscal year.
p) *Wing AFRCC Missions Flown In Fiscal Year:* The total number of times AFRCC called to Wing to respond during the fiscal year.
q) *Wing Total Hours Flown In Fiscal Year:* The sum total number of hours flown by all Wing aircraft during the fiscal year.
r) *Total Days Aircraft Unavailable To Wing Due To Maintenance / Weather During Fiscal Year:* The total number of days the aircraft was lost to Wing operations due to being down for maintenance, grounded due to weather or other factors or was otherwise not available for use by the Wing.

Bottom (Explanation) Section:

a) ***Briefly*** *Describe Issues Encountered (Clarify Whether Or Not This Was A Local Issue Or Was Caused By Region / National)*: List all events which prevented the aircraft in question from achieving the required number of flight hours.

YOU *MUST* ATTACH SUPPORTING DOCUMENTATION !